



Checklist For New Residential Submittal

Development Services

Department

90 E. Civic Center Dr.
Gilbert, AZ 85296
(480) 503-6700-Phone
(480) 497-4923-Fax
www.gilbertaz.gov

A Community of Excellence

Project Name or Address: _____

Have you received Design Review Board (DRB) approval? If yes, what is your case number (i.e. ST, DA)? _____

☐ Completed application, both sides

Applicant must submit **two** (2) of the following:

*****Notice: A Soils report is required if one is not on file at the Town*****

- ☐ Plot Plans
- ☐ Sets of construction documents
- ☐ Sets of lateral analysis 90 MPH – 3 second gust exposure B and gravity analysis when necessary
- ☐ Soils report
- ☐ Documentation (Including calculations, etc.) demonstrating compliance with 2006 IRC/2006 IECC minimum level of energy efficiency.
- ☐ If using post tension foundations, provide engineering calculations for post tension design.
- ☐ A site grading and drainage plan is required by the Engineering Department for the following subdivisions:

Arlington Estates	Bar J Ranches
Broadland Ranches	Casa Rica Estates
Circle G at Ocotillo Phase 1	Circle G at Ocotillo Phase 2
Circle G at The Highlands (lots 6-12,30-37,48-55,72-79,90-97)	Circle G at Superstition Ranch
Circle G at The Highlands West	Crystal Point
Circle G at Silvercreek	Groves at Superstition Ranch
Enclave – Via Bella	Lines Family Estates
Higley Estates (lots 1-33,158-162)	Seville Parcel 12
San Tan Lakeside Estates Phase II	Triple D Ranches
Tierra Ranchos I and II	Weston Ranch
Val Vista Meadows (R1-20 lots only)	Whitewing at Wiehl Estates
Whitewing at Germann (lots 1-24,28,29,33-36,41-48,54,59-65,70,75-80,90-97,102,103,111,112,130)	
Whitewing at Higley	

For custom lots requiring on site retention:

Submit a grading/drainage plan including the following:

1. Pad elevation
2. Finished floor elevation
3. Top of curb elevation
4. Calculations for retention required vs. retention provided
5. Cross-section
6. Add the following note to your grading and drainage plan:

BUILDER SHALL BE REQUIRED TO SUBMIT A LETTER TO THE BUILDING INSPECTOR CERTIFYING THAT THE ON-LOT RETENTION REQUIREMENTS HAVE BEEN MET PRIOR TO FINAL INSPECTION.

The Town of Gilbert is currently enforcing the 2006 IRC, 2006 IPC, with the Town and Maricopa Association of Government Amendments. Exposure B-90 MPH

ATTENTION: If a septic system is to be used, contact Maricopa County Health Department at (602) 506-6676.

In order to provide excellent service to the Town of Gilbert's customers, each submittal must meet the minimum requirements as listed on this form, or your submittal will not be accepted by the Building Department staff.

Customer/Authorized Agent Signature _____

Date _____